

**Foxborough Planning Board
Meeting Minutes
January 19, 2012
Town Hall**

Members Present: Kevin Weinfeld, William Grieder, Gordon Greene, Ron Bressé,
Alternate John Rhoads

Members Absent: Shannon McLaughlin

Also Present: Planner Sharon Wason, DPW Director Roger Hill

7:00 p.m. Review of old/new business

Sharon Wason informed the Board that she met with Kraft Group attorney John Twohig and with Dan Krantz to discuss the rewritten wind turbine article. She stated that she would provide the Board with a report of the meeting at a later date.

Planner's Report

Schedule

The Board discussed the upcoming meeting schedule. S.Wason stated that she has reached out to Citizen's Advisory Committee Chairman John Gray for deadline for submitting zoning articles recommendation to AdCom, Mr. Gray would like to have recommendations a month prior.

Possible Town Meeting articles

- Housekeeping item #1 – clean up section 3.4 reference.
- Housekeeping item #2 – 1.6 regurgitates how to amend zoning from CMR, replace with mention of the CMR
- Family Day Care – the Zoning Board of Appeals has issued 2 permits for home day cares and has found that the requirements from the State exceed what they looked at in the Special Permit application. Recommended that the use be changed from a Special Permit from the Board of Appeals (BA) to an allowed use (Y) in all zoning districts except S-1; and add Home Day Care, Large and Small to Site Plan review.
- Downtown Review Districts – during the review of the downtown, intern Sarah Pierce found that three streets were left off the Design Review District list: Howard Ave., Shaw Place and Rockhill Street. Also, only a portion of Granite Street should be included in the district and suggested that the included section end at Union Street.

7:15 p.m. Discussion DPW Director Roger Hill concerning the Cross Street and North Street intersection

DPW Director Roger Hill presented a redesign of the radius of the turn from North Street to Cross Street. John Rhoads asked if the curbing has been ordered and cut. R.Hill responded that it's an item that would cost a small amount of money.

Matt Monahan 44 Payson Road – asked for clarification of the patching that was done. R.Hill explained that the curb cut was too narrow and moved the radius of the turn until construction

resumes in the spring. He added that the contractor wants a geometry decision on the radius before the weather breaks.

M.Monahan asked if this is the best solution. R.Hill responded that the Town would be liable if a trap situation is built.

Mike Casey, 40 Payson Road – asked if the median island would be built on Payson. S.Wason responded that the island will be constructed.

R.Hill discussed the plans for North Street. He stated that they have bids from the SERSG list and the bids are cheaper than Harding's prices. The surface will not be pulverized, but cold planed, built edging with alignment, grind road surface to provide full reveal on the edging, some drainage may be necessary. There are a couple places where a retaining wall is necessary for constructing the sidewalk; treated timber will be used for the retaining wall.

S.Wason stated that there are 850 linear feet of sidewalk that the Kraft Group still needs to do. W.Grieder suggested asking them for the funds and then the work can be done with SERSG contracts.

M.Monahan asked how much can get done with the remaining funds. R.Hill responded that all the work discussed will be done.

G.Greene left the meeting.

Interviews with Economic Development Planning Services RFP respondents

7:45 p.m. Howard/Stein-Hudson Associates, Inc.

Ted Brovitz, AICP stated that he would be the project manager. He stated that he has experience in Economic Development having developed the downtown plan in Norwood. He has also served as Economic Development Director in Fitchburg. Keri Pyke, PE is a traffic engineer, with experience in a mix of planning and engineering projects. Community Opportunities Group is also involved.

T.Brovitz stated that the first step is for the team to become familiar with Town, studies seem to be dated. They will check existing conditions, zoning regulations and compare what's in the books and what's on the ground. A market analysis will be done looking at socioeconomic patterns, employment, spending habits compared to the types of businesses in the Town and what is needed and where should they be located.

K.Weinfeld stated that the Board needs consultants to make recommendations on changes that would be necessary for development to take place. T.Brovitz stated that the 1996 Downtown Study did not address zoning changes needed. K.Weinfeld stated that in the past, studies have been done, but not enacted. He stated that the Board wants to create a document that has viability. W.Grieder stated that the Board has asked the Board of Water & Sewer Commissioners to participate because not much can be done without sewer. He asked how they plan to address downtown and also the EDA. T.Brovitz responded that there's tension between districts; there are niche opportunities in downtown and others in EDA. He stated that the hope is that the EDA is a regional destination and the downtown is a local destination. W.Grieder stated that the property owners in S-1 want to have the same flexibility as the EDA. K.Weinfeld stated that people like downtown, but it's looking shopworn and he believes that people would like to use it more.

T.Brovitz stated that we need to determine what can fit. Norwood had too much commercial, and rezoned it to mixed use and it has worked. State legislature passed liquor licenses for downtown, streetscape was done with PWED grant funds. S.Wason asked why is transportation included. K.Pyke responded that transportation and land use is related, access is important, circulation patterns, parking, enforcement of parking, way-finding signs. S.Wason stated that the Town has applied for a parking study grant.

W.Griender stated that a survey of residents was done for another project and asked if the team has done this in the past. T.Brovitz responded that they have done this in the past and received 600 responses on an online survey; added that they like to have local office hours.

J.Rhoads stated that there's no room for outdoor dining in the downtown; there's a major parking issue and there's a beautiful common. He stated that creative thinking will be necessary to address downtown, sewer issue needs to be corrected.

S.Wason stated 5-6 months is aggressive, especially with upcoming issues. She asked if there is any problem with lengthening the timeframe. T.Brovitz responded that this can be an 8 month project if it's more manageable for the Board.

8:20 p.m. Larry Koff & Associates

Larry Koff was present along with Larry Bluestone of Bluestone Planning Group.

L.Koff stated that there are six constraints/contexts:

1. Location – the Town has great transportation access and is a regional sub-center.
2. Hierarchy of land uses – Cabot Business Park is the largest business park in the State; Route 1 has entertainment, hotels; 3 commercial plazas; Invensys Business Park; Cocasset Business Park. Downtown has to be looked at in context with these areas.
3. Population employment trends – Foxborough has grown 25%, especially in professional technical services and information services. Jobs were lost in construction and manufacturing.
4. Market for office, retail – 30% empty spaces in the 495 area.
5. Infrastructure – sewer especially, need to work on strategies.
6. Funding and organization

He stated that the study would have four goals:

1. Improve mix and quality of businesses
2. Build on existing strengths
3. Jumpstart the Town's Master Plan process – downtown is a microcosm for what's happening in other commercial areas.
4. Prepare a prioritized action plan

Citizen participation needs to revolve around goals and who will be involved.

W.Griender stated that the Town has struggled with trying to do a master plan, Route 1 owners would like to tweak the S-1 district to have more freedom; a challenge is to be sensitive to the business community. L.Koff stated that they need to determine who will be involved and supportive of the plan. K.Weinfeld stated that we need to get people to buy in and have people behind it. W.Griender added that younger residents should be targeted as they have become involved politically lately.

L.Bluestone stated that one of the good things with downtown is that the town's heart is in downtown. Having a theater is important. There's a lot going on downtown and more can be done, for example an enclosed farmer's market could be part of it.

W.Grieder stated that the recommendation/action plan should be presented with two alternatives: with sewer relief and without sewer relief. If downtown businesses are demolished, with a use change, nothing could be built due to sewerage restrictions. J.Rhoads stated that this could potentially be used as leverage for getting the sewer situation resolved. L.Bluestone agreed, saying that if businesses can't expand, they will leave.

8:55 p.m. McCabe Enterprises

Kathy McCabe, president of McCabe Enterprises stated that the group sees Foxborough as an exciting opportunity. The Town has regional focus as part of the greater Boston – Providence area and local focus with Chestnut Green and the downtown area.

The proposed process would be:

1. Start- up information gathering and listening. Active community engagement yields tangible results.
2. Town wide economic development goals and scenarios – vision, goals and assessing alternative scenarios.
3. Downtown workshop and strategy – perform survey, meet with townspeople; assess market and infrastructure; examine development constraints.
4. Findings and recommendations – development of downtown strategy and town wide policy plan.

K.McCabe introduced the team:

Paul Lukez, LEED AP – Paul Lukez Architecture. Will prepare visualization models to help understand alternative economic development scenarios which will be used in the public workshops.

Jennifer Mecca, AIA – J Mecca Design. Will work with urban design issues, including land-use, zoning and physical form.

John Shevlin, PE – Pare Corporation. Will provide expertise on traffic, parking, multi-modal transportation, wastewater and master planning.

Tim Thies, PE – Pare Corporation. Utility Engineer, will look at infrastructure's impact on the redevelopment.

K.McCabe stated that an economic development project can help fund infrastructure and provide a strategy for a financing scheme. Can set up a special district; identify problems and how to improve them. W.Grieder stated that it is important to consider what the end product can be with or without sewer

K.McCabe stated that they are proposing a 48 hour open house at Town Hall. Business people like to meet in the morning; residents like to meet after school or evening. The idea is some people may be available on Wednesday and others on Thursday. The open house could kick-off the community survey.

S.Wason why place town wide piece before downtown process. K.McCabe responded that the town center has a variety of uses and a lot of small businesses. Will be looking at the goals; then can focus on the center; macro view can help set the micro view. She stated that they will be working on the larger framework first then taking more time with the detailed project.

S.Wason stated that a 6 month timeline is aggressive. K.McCabe stated that the timeframe was developed in a vacuum but a less aggressive schedule is agreeable.

9:50 p.m. General Business

Review of Minutes

The Board reviewed the minutes of September 8, 2011. There was a change on page 3 suggested by J.Rhoads.

Motion by W.Griender to approve the minutes of September 8, 2011 as amended. Seconded by R.Bressé, Unanimous Affirmative Vote (4:0)

The Board reviewed the minutes of September 22, 2011. R.Bressé recused himself from the discussion as he was absent at the meeting. There were no changes to the minutes.

Motion by J.Rhoads to approve the minutes of September 22, 2011 as submitted. Seconded by W.Griender. Unanimous Affirmative Vote (3:0)(R.Bressé recused)

The Board reviewed the minutes of November 3, 2011. J.Rhoads recused himself from the discussion as he was absent at the meeting. There were no changes to the minutes.

Motion by W.Griender to approve the minutes of November 3, 2011 as submitted. Seconded by R.Bressé. Unanimous Affirmative Vote (3:0)(J.Rhoads recused)

The Board reviewed the minutes of November 17, 2011. There were no changes to the minutes.

Motion by W.Griender to approve the minutes of November 17, 2011 as submitted. Seconded by K.Weinfeld. Unanimous Affirmative Vote (4:0)

The Board reviewed the minutes of December 8, 2011. There was a change on page 5 suggested by J.Rhoads.

Motion by W.Griender to approve the minutes of December 8, 2011 as amended. Seconded by J.Rhoads, Unanimous Affirmative Vote (4:0)

RFP Presentations

S.Wason stated that she has worked with all presenters; what McCabe proposed is almost a complete Master Plan, but hasn't looked at pricing yet. She stated that Howard/Stein is more a transportation firm than a planning firm. The Board concurred that the McCabe proposal is a more complete project.

Motion by W.Griender to designate the McCabe proposal as the Board's first choice and authorize the team to enter negotiations with McCabe Enterprises. Seconded by K.Weinfeld. Unanimous Affirmative Vote (4:0)

10:15 p.m. Meeting adjourned

Approved by: Kevin Weinfeld, Chairman

Date: March 8, 2012